

VESTAL TOWNBOARD WORK SESSION MINUTES

MONDAY, OCTOBER 22, 2018

Board Attendance: Supervisor Schaffer; Board Members: Fletcher, Messina, Fitzgerald, Majewski

Also Attending: Town Comptroller Laura McKane, Deputy Town Comptroller Nick Angeline, Town Attorney David Berger, Director of Human Resources Nancy Olmstead, Town Clerk Emil Bielecki and 3 people from the general public.

Supervisor Schaffer convened the Work Session at 5:00 PM.

Presentation by Brennan Kumpon re: Eagle Scout Project for signs along Underwood Rd.

Life Scout Brennan Kumpon distributed design drawings and maps for the signs that he wants to install as an Eagle Scout project. His project is to install a series of road signs along Underwood Road that mark the relative distances of each of our solar system's planets from the sun. The Sun sign will be located at the entrance to the Kopernik Observatory. He has consulted with both the Town Engineer and the Highway Department and both are on board with moving forward on the installation phase of the project. All of the signs would be located in the Town's right-of-way. He is asking the Board's authorization to proceed with the project.

Councilman Majewski asked if the signs would present any problems with snow plowing and was assured by Supervisor Schaffer that it will not be an issue. After a brief discussion, the Board agreed to authorize this project and will formally approve it as the Regular Meeting.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

Continuing Review of 2019 Tentative Budget.

Town Comptroller Laura McKane and Deputy Comptroller Nick Angeline distributed documents summarizing the proposed changes made to date in the Tentative Budget and engaged the Board in a review of these line items. The proposed changes are as follows:

CHANGES TO DATE - APPROPRIATIONS

		2019 TENTATIVE	2019 PRELIM	CHANGE	
A1220	4051	Cellular Telephone Expense	\$ 550	\$ 450	\$ (100)
A1440	4030	Education & Travel	\$ 500	\$ 200	\$ (300)
A1440	4180	Uniform & Clothing Allow.	\$ 450	\$ 350	\$ (100)
A1460	4440	Machine Maintenance	\$ 750	\$ 720	\$ (30)
A3020	4210	Communications Expense	\$ 11,000	\$ 9,000	\$ (2,000)
A3120	2100	Operational Equipment	\$ -	\$ 20,000	\$ 20,000
A3120	2230	Vehicles	\$ 171,400	\$ 151,400	\$ (20,000)
A3120	4190	Gasoline	\$ 70,000	\$ 80,000	\$ 10,000
A3510	4040	Vehicle Maintenance	\$ 1,800	\$ 1,000	\$ (800)
A3510	4190	Gasoline	\$ 800	\$ 500	\$ (300)
A3620	4000	Professional Services	\$ 800	\$ 1,000	\$ 200
A3620	4030	Education & Travel	\$ 6,800	\$ 6,000	\$ (800)
A3620	4040	Vehicle Maintenance	\$ 6,500	\$ 4,000	\$ (2,500)
A3620	4190	Gasoline	\$ 2,000	\$ 2,500	\$ 500
A3620	4308	Printer Contract w/Supplies	\$ 200	\$ -	\$ (200)
A7140	4030	Education & Travel	\$ 1,500	\$ -	\$ (1,500)
A7140	4190	Gasoline	\$ 23,000	\$ 24,000	\$ 1,000
A7140	4310	Topsoil Gravel Stone Etc.	\$ 3,500	\$ 1,500	\$ (2,000)
A7450	4030	Education & Travel	\$ 1,000	\$ 500	\$ (500)
A7450	4062	Exhibit Preparation	\$ 2,500	\$ 1,800	\$ (700)
A8730	4000	Professional Services	\$ 2,500	\$ 100	\$ (2,400)
A9040	8404	Workmen's Compensation	\$ 95,000	\$ 100,500	\$ 5,500
A9901	9002	Transfer to Health Ins. Fund	\$ 2,204,865	\$ 2,210,000	\$ 5,135
B5182	4110	Payments-to NYSE&G	\$ 270,000	\$ 280,000	\$ 10,000
D5142	4006	Control Ice & Snow	\$ 254,060	\$ 279,000	\$ 24,940
D9040	8404	Workmen's Compensation	\$ 100,000	\$ 107,000	\$ 7,000
F3410	8404	Workmen's Compensation	\$ 110,000	\$ 98,420	\$ (11,580)
F9620	9000R	Planned Additions	\$ 349,639	\$ 361,219	\$ 11,580
S8130	4581	Vill Of End.-Waste Treat.	\$ 685,000	\$ 705,000	\$ 20,000
S8130	4582	Pay to Bing-JC Sewer Bd.	\$ 2,440,000	\$ 2,383,000	\$ (57,000)
TE1720	4000	Contr. & Prof. Services	\$ 7,000	\$ 8,050	\$ 1,050
W9040	8404	Workmen's Comp. Expense	\$ 47,000	\$ 39,275	\$ (7,725)

VESTAL TOWNBOARD WORK SESSION MINUTES

MONDAY, OCTOBER 22, 2018

CHANGES TO DATE - ESTIMATED REVENUE

			2019 TENTATIVE	2019 PRELIM	CHANGES
A1001	1001	Real Property Taxes	\$ (5,579,763.00)	\$ (5,494,468.00)	\$ (85,295.00)
A1120	1120	Non-Prop Taxes - Sales	\$ (4,296,600.00)	\$ (4,347,000.00)	\$ 50,400.00
A2401	2401	Interest Earnings	\$ (12,000.00)	\$ (55,000.00)	\$ 43,000.00
B1001	1001	Real Property Taxes	\$ (260,000.00)	\$ (270,000.00)	\$ 10,000.00
D1001	1001	Real Property Taxes	\$ (2,867,990.00)	\$ (2,821,790.00)	\$ (46,200.00)
D1011	1011	Approp. Fund Balance	\$ -	\$ (27,340.00)	\$ 27,340.00
D1120	1120	Non-Prop Taxes - Sales	\$ (2,523,400.00)	\$ (2,553,000.00)	\$ 29,600.00
D2401	2401	Interest Earnings	\$ (2,800.00)	\$ (24,000.00)	\$ 21,200.00
F1001	1001	Real Property Taxes	\$ (1,044,125.00)	\$ (1,032,545.00)	\$ (11,580.00)
F1001	1001R	Real Property Taxes Reserved	\$ (351,939.00)	\$ (363,519.00)	\$ 11,580.00
S1011	1011	Approp. Fund Balance	\$ (243,906.00)	\$ (223,306.00)	\$ (20,600.00)
S2120	2120CR	Sewer Capital Reserves	\$ (190,000.00)	\$ (173,600.00)	\$ (16,400.00)
TE1011	1011	Approp. Fund Balance	\$ (53,100.00)	\$ (53,200.00)	\$ 100.00

Comptroller McKane noted that if all of these changes and adjustments are approved, the 2019 Preliminary Budget would be about \$500 under the State mandated tax levy cap. The increase in the tax levy from 2018 would be approximately 3%. She reminded the Board that a decision needs to be made tonight about the proposed salary increases for the elected officials and by next week on the proposed salary adjustments for the department heads and non-union employees.

Comptroller McKane reminded the Board that final changes to the Tentative Budget will need to be made and approved at the Board meeting on Monday, October 29th. The amended budget will become the Preliminary Budget and will be filed with the Town Clerk.

Discussion Regarding a Water/Sewer bill for a Car Wash on the Vestal Parkway

Water and Wastewater Superintendent Scott Groats was asked to discuss a water and sewer billing issue for a car wash on the Vestal Parkway that was recently sold. The previous owner of the car wash is asking for some reduction to his final bill which he feels was excessive due to a series of errors and misunderstandings between him and the Town. He feels that the Town bears some responsibility for the inflated bills and penalties. After a lengthy discussion of the series of events that precipitated the problems in the billing, the Board determined that the property owner failed to take reasonable steps to monitor his utility billing and make the needed corrections. Therefore, the Town has no liability in this case and is under no obligation to make any adjustments to the final utility bill.

Presentation by Planning Board Chairwoman Joyce Majewski

Planning Board Chairwoman Joyce Majewski addressed the Board about the proposal to compensate members of the Planning Board. Most planning boards provide compensation and she feels strongly that it is appropriate in light of the required training and the work that is involved. The amount of the requested compensation is very modest but it is very meaningful as a token of the Town's appreciation for their hard work. The money for the compensation was budgeted in 2018 but was never used because the Town Board has been unable to agree on a method of payment. She is asking the Board to approve a compensation plan for 2019. After a brief discussion, there was no indication of Board consensus on the issue. Supervisor Schaffer stated that this issue will require additional discussion and review.

UPCOMING PUBLIC HEARINGS

Wednesday, October 24, 2018 – Proposed Local Law F concerning the rezoning of 2040 State Route 26 from RR Rural Residence (RR) to Multiple Residence (RC).

VESTAL TOWNBOARD WORK SESSION MINUTES
MONDAY, OCTOBER 22, 2018

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Majewski)

7.2 FINANCE (MESSINA /Fletcher)

1. Warrants: 2018-35F, 2018-41, 2018-41C, 2018-41D, 2018-41E, 2018-42, 2018-42E

OK – This item will be placed as a ‘Receive and File’ on the Agenda for the next Regular Meeting.

2. Request to pay Town Attorney David Berger \$162.50 for September, 2018 billable hours.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

3. Request from James Struble to be reimbursed for damage done to his car in the amount of \$634.72 and for a rental car in the amount of \$82.97.

The damage occurred when a Parks Department mower accidentally bumped a gate causing it to swing open and hit the parked vehicle.

In response to a question concerning payment for a rental vehicle, Town Attorney Dave Berger stated that the use of a rental car would be considered as part of the damage expense.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

4. Request from Town Comptroller Laura McKane to enter into a two year agreement (1/1/2019-1/1/2021) for renewal of the workers compensation policy with PERMA.

In a memo to the Town Board, Comptroller Laura McKane notes that this was discussed on at the meeting on October 15th. She is recommending (and our insurance broker Bill Oliver concurs) that the Town enters into the two year agreement saving 3% on the annual contribution in year 1. The first year cost is approximately \$330,555.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

5. Request from Deputy Comptroller Nick Angeline to make budget transfers dated for 9/21/2018-10/18/2018 at attached to his memo to the Town Board dated October 22, 2018.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

7.3 PERSONNEL (MAJEWSKI/Fitzgerald)

1. Request from Director of Human Resources Nancy Olmstead to approve the appointment of Wendy M. Stout as an Alternate Member of the Board of Assessment Review for a term from November 1, 2018 through September 30, 2023.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

2. Request from Nancy Olmstead, Director of Human Resources for authorization to hire Anthony Pittari as a Police Officer effective November 12, 2018. Per the PBA Collective Bargaining

VESTAL TOWNBOARD WORK SESSION MINUTES

MONDAY, OCTOBER 22, 2018

Agreement his starting rate of pay will be \$59,563.00. Officer Pittari will be transferring from another police agency.

Director of Human Resources Nancy Olmstead stated that all of the pre-employment screening has been completed. Councilman Majewski noted that this officer is coming from the Broome County Sheriff's Department and they have agreed to waive the training fee.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

3. Request from Director of Human Resources Nancy Olmstead to authorize the following:

- Re-appointment of Thomas Jackson as a member of the Zoning Board of Appeals for a term from January 1, 2019 through December 31, 2023.
- Re-appointment of Mary Lou Supa as a member of the Historic Preservation Commission for a term from January 1, 2019 through December 31, 2022.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

7.4 PLANNING & ZONING (FLETCHER/Fitzgerald)

7.5 PUBLIC SAFETY (MESSINA/Majewski)

1. Request from Fire Chief David Harrington to approve the Vestal Fire Department Membership and Station 3's Ladies Auxiliary Bake Sale on November 6, 2018 from 6 am to 6 pm at Station 3. A sign in sheet will be used to track personnel at this event.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

2. Request from Fire Chief David Harrington to award the Tanker 32-3 project to the lowest responsible bidder, Federal Safety Equipment of Candor, NY in the amount of \$389,681.00.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

7.6 ADMINISTRATION (MAJEWSKI/Messina)

1. Request from Vestal Museum Director Cheresse Wiesner-Rosales to approve accepting an allocation from Broome County in the amount of \$14,178 to install amenities to enhance the boat launch at Harold Moore Park.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

NEW BUSINESS

The Director of Human Resources Nancy Olmstead informed the Board that we are looking to fill the vacancy in Building and Code Inspector position. There is an eligible civil service list for the position and she expects that we will soon interview eligible candidates from the list.

EXECUTIVE SESSION

On a motion of Councilwoman Messina, seconded by Councilman Fletcher, the following was

ADOPTED Ayes 5 Fletcher, Fitzgerald, Messina, Majewski, Schaffer
Nays 0

VESTAL TOWNBOARD WORK SESSION MINUTES

MONDAY, OCTOBER 22, 2018

Resolved the Board enter into Executive Session to discuss the following:

- Tax certiorari case with Crown Atlantic
- Compensation and performance reviews for specific employees

The time was 7:00 PM.

On a motion of Councilwoman Fitzgerald, seconded by Councilman Fletcher, the following was

ADOPTED Ayes 5 Fletcher, Fitzgerald, Messina, Majewski, Schaffer
Nays 0

Resolved the Board leave the Executive Session and **adjourn the meeting. The time was 8:10 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk